

Next Steps for Applicants of the Safe Drinking Water Loan Program

Refer to the [SDWLP SFY 2019 Project Priority List \(PPL\)](#) to find your project's PERF score and ranking. Direct any questions or concerns about the application process to Nicole Mathews, SDWLP coordinator, at Nicole.Mathews@Wisconsin.gov

Deadline for complete, **ONLINE** application submittal

For State Fiscal Year 2019 funding, you must submit your SDWLP Financial Assistance Application with all [required documentation](#) through our new online portal by **June 30, 2018**.

IMPORTANT: There will no longer be a grace period after the application deadline for applicants to submit missing documentation that is required as part of a complete application. Incomplete applications will not be eligible for SDWLP funds in the SFY 2019 funding cycle (unless supplemental funds are available *and* the application is made complete).

Plan reviews by DNR Bureau of Drinking Water and Groundwater

Determine and follow **engineering report** and **plans and specifications** submittal requirements from the DNR Bureau of Drinking Water & Groundwater; see [Public Water System Plan Review](#).

- ☐ Submit required copies of approvable, biddable construction plans and specifications to the DNR Bureau of Drinking Water & Groundwater **for each portion of the project** for which you are seeking funding in SFY 2019. For well projects, submit at least the *final well construction* plans and specifications by the application submittal deadline; the rest of the well project plans and specifications may be submitted later, but sufficient time is required for DNR review prior to loan closing.

Accomplish **as soon as possible**:

- ☐ Conduct an [Environmental Review](#).
- ☐ Pass an [Authorized Representative Resolution](#).
- ☐ Pass a [Reimbursement Resolution](#).
- ☐ If applicant *is not* listed on [Municipality MHIs for SFY 2019 Projects](#), submit [median household income](#) and [population](#) data.
- ☐ Required rate increases must be in effect before the loan closing. [Application to Increase Water Rates](#) may take up to six months.
- ☐ [PSC Construction Authorization](#), if required for your project, must be granted prior to loan closing.

Accomplish in the near future:

- ☐ Obtain your municipal attorney's legal statement or opinion on [land ownership and easement rights](#).
- ☐ Notify your municipal bond counsel of the anticipated loan closing.

Federal requirements

Applicants and their prime contractors and subcontractors must comply with:

- ☐ [Davis-Bacon and Related Acts \(DBRA\)](#) – prevailing wage rates for inclusion in bid solicitations, contracts, and subcontracts.
- ☐ [Disadvantaged Business Enterprises \(DBEs\)](#) – solicit and utilize when advertising bids, subcontracting, and procuring.
- ☐ [Environmental Review](#) – assess potential impacts to resources protected by cross-cutting federal authorities.
- ☐ [Use of American Iron and Steel \(UAIS\)](#) – required if the plans and specifications were approved on or after 12/16/2014.

Split or multiple projects

To address the state's greatest public health needs, DNR will split a multi-purpose project scope described in a single *Intent to Apply (ITA)/Priority Evaluation and Ranking Formula (PERF)* submittal into [two or more distinct](#) projects for scoring purposes. Be sure to use the unique project number and new scope description on future submittals to DNR.

PERF score objection submittals and reevaluation requests

After publication of the SDWLP PPL, you have 30 days to submit a PERF score objection and provide any **new** information that was **unavailable at the time** of the ITA/PERF submittal. **PERF score objections will be evaluated and responded to after the June 30th application deadline.**

If there is no new information but you have supporting documentation that **was not included** with the ITA/PERF submittal **and** you submit an eligible application for the project, you may request a PERF score reevaluation after the application submittal deadline. Your reevaluation request must be submitted within 45 days of the application submittal deadline.

Submit PERF score objections and reevaluation requests with supporting documentation to [Nicole Mathews](#), SDWLP coordinator.